



CHILD ABUSE AND NEGLECT BACKGROUND INQUIRY

NORTH DAKOTA DEPARTMENT OF HUMAN SERVICES

CHILD ABUSE AND NEGLECT PROGRAM

SFN 433 (12-2017)

Part I: Agency/Organization Information

Agency/Organization NH DHHS Child Care Licensing Unit	Contact Person Mychelle Brown	Telephone Number (603) 271-9025	
Address 129 Pleasant Street	City Concord	State NH	ZIP Code 03301

Part II: Authorization for Release of Information (to be completed by the person giving consent/authorization)

☒ _____ (Initials) I give North Dakota Department of Human Services (NDDHS) permission to check the Child Abuse/Neglect Information Index for my name.

☒ _____ (Initials) I further give permission to NDDHS and its authorized agents (county social service agencies) to release any child abuse and neglect assessment reports maintained by the authorized agent(s) to the above-named agency/organization. (**NOTE:** If this statement is not *checked and initialed*, and/or if county social service records contain any medical, drug, alcohol, or mental health information, an Authorization to Disclose Information Form (SFN 1059) will be required.)

This information is being requested for: (Check Only One)				
<input type="checkbox"/> Employment with NDDHS	<input type="checkbox"/> Employment in a NDDHS licensed or contracted agency	<input type="checkbox"/> Childcare/In-home provider		
<input type="checkbox"/> Adoption study	<input type="checkbox"/> Foster parent licensing	<input type="checkbox"/> Private agency employment/volunteer		
<input checked="" type="checkbox"/> Other (List): <u>NH Child Care Licensing Unit</u>				
LAST Name	FIRST Name	FULL MIDDLE Name <input type="checkbox"/> None	Social Security Number*	Date of Birth
Birth Name, Alias, or Other Married Names You Have Gone by in the Last Ten Years			OR <input type="checkbox"/> Check this box if you have no additional names	
Current Physical Address		City	State	ZIP Code
Last North Dakota Address		City	State	ZIP Code
Signature			Date	

* The Privacy Act of 1974 (P.L. 93-579, Section 7) requires the following information be provided when individuals are requested to disclose their social security number. Disclosure of the social security number is required for identification purposes. Failure to disclose this information will result in this request not being processed.

This authorization remains in effect for 60-days from the date of signature unless specifically revoked by written notice to the agency/organization contact person. Any disclosure prior to a written revocation of this authorization shall not be a breach of confidentiality. A photocopy of this authorization is as effective as the original.

Part III: Do Not Write Below - State Office Use Only

(NOTE: Results only include a search of the ND Child Abuse/Neglect Information Index. No tribal agency registry information is available through the state Index.)

☐ The above-named individual is not listed on the ND Child Abuse/Neglect Information Index.

☐ An assessment decision of Services Required was found on the ND Child Abuse/Neglect Information Index.
For further details, and to verify the individual's identity, please contact the following County Social Service Office:

If there are any questions about this form, or if you feel the conclusion was reached in error, please contact the agency which performed the inquiry, or contact

Children and Family Services/CBCU
600 East Boulevard Avenue, Dept. 325
Bismarck, ND 58505
(701) 328-2316
E-mail: dhscfscbc@nd.gov
Fax: (701) 328-0358

County	Telephone Number
Signature of Person Completing CA/N Information Index Inquiry	
Date	